

**KENTUCKY BOARD OF SOCIAL WORK
BOARD OF DIRECTORS MINUTES
REGULAR MEETING**

Tuesday, April 4, 2017 | 11:00 am | 43-44 Fountain Place, Frankfort, Kentucky

Members Present:

Jay Miller, PhD, CSW - Chair
Jay Davidson, LCSW
Janice James, LCSW
Sally Rhoads, LCSW
Hilma Prather, Public Member
Anne Adcock, CSW
James Haggie, LSW was absent.

Staff Present:

Florence Huffman, Executive Director
Lindsay Redman, Administrative Coordinator
Lisa A. Turner, Executive Coordinator
Molly Bode, Intern
Pat Wasson, Staff Assistant

Consultants Present: Brian Judy, Board Counsel, Assistant Attorney General

Call to order

Chair Dr. Jay Miller called the meeting to order at 11:45 a.m.

Introduction of Guests

Justin Miller, PhD, CSW Chair

New Board Member Anne Adcock, CSW and Brenda Rosen (NASW-KY Executive Director) and Tiffani Richards (NASW-KY Intern and NASW Board of Directors, Northeast Branch Chair) were introduced and welcomed.

Minutes of March 7, 2017:

Justin Miller, PhD, CSW Chair

Approved: A motion was made by Jay Davidson and a second by Janice James to approve the minutes of the March 7, 2017 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Florence Huffman, Executive Director

Operations Report - February 2017

Florence Huffman and Lindsay Redman, Administrative Coordinator, presented the following report:

- Applications received: 46 total
- Applications approved: 56 total (Bachelor's exam: 6; Master's exam: 25; Clinical exam: 25)
- Initial licenses issued: 33 total (LSW: 14; CSW: 17; LCSW: 2)
- Supervision Contracts: 27 approved, 19 incomplete submissions deferred
- Reinstatements: 6 total
- Temporary Permits approved: 0 nonclinical, 1 clinical

Lisa Turner reported the LCSW supervisor training presented by Claude Drouet was very well presented and on point. The instructor covered the supervision regulation in its entirety and explained the importance of each of the seven KBSW supervision forms. She is also preparing to attend another program in another location of the state.

Ms. Huffman reported the newsletter mailing was a success. The database clean-up resulted in fewer pieces of returned mail. The licensees' whose mail was returned will be contacted to keep the board information current.

Education and Outreach / Technology

Florence Huffman reported that the projects with Kentucky interactive now include a Newsroom page for press releases and Dr. Miller will be involved with the project.

Once the continuing education regulation 201 KAR 23:075 becomes effective, the board staff will send an official notice to all licensees and CE providers and sponsors.

Association of Social Work Boards (ASWB)

The ASWB Spring Education Meeting on Continuing Competency will be held on April 27-29, 2017 in Henderson, Nevada. Hilma Prather commended the board for its involvement representing KBSW on a national level.

Financial Report

February 2017 Revenues and Expenditures

- Sum of Revenues: \$30,695
- Sum of Expenditures: \$31,860
- Cash Balance: approximately \$402,000
- On March 29, 2017 the Expended Budget was approximately 82%

Travel and Per Diem

Approved: A motion was made by Hilma Prather and a second by Jay Davidson to approve board members' travel and per diem. The motion carried by unanimous voice.

Committee Reports

Complaint Review Committee

Justin Miller, PhD, CSW; and Janice James, LCSW

Approved: A recommendation was made by the committee and a second by Jay Davidson to grant an extension for the respondent to comply with the terms of the Agreed Order for case no. 15-12. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Hilma Prather to open an investigation for case no. 17-01. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Anne Adcock to issue a Board Order to the respondent for case no. 17.03 to respond within 20 days to the notice of receipt of a that complaint. The motion carried by unanimous voice.

Application Review Committee

Jay Davidson, LCSW and Sally Rhoads, LCSW

Approved: A motion was made by Jay Davidson and a second by Janice James that further clarification is needed from the agency employer on two applications: 1) CSW application in which the job description was "murky" as to whether the applicant was practicing clinical social work prior to licensure and 2) LSW application in which it was stated that the applicant would "have the ability to review and create a treatment plan" – is this clinical practice. The motion carried by unanimous voice.

Approved: A motion was made by Jay Davidson and a second by Janice James to deny the request to approve an application based upon the Equivalency Standard because the degree conferred was in Criminal Justice and the coursework was not sufficiently social work related. The motion carried by unanimous voice.

Supervision Committee

Jay Davidson, LCSW and Sally Rhoads, LCSW

No Supervision Committee meeting was held because no items were submitted for committee review.

Continuing Education Committee

Justin Miller, PhD, CSW and Hilma Prather

No Continuing Education Committee meeting was held because no requests for continuing education were submitted for committee review.

Old Business

Justin Miller, PhD, CSW Chair

201 KAR 23: 075 Continuing Education Regulation

The regulation has been filed and the effective date is dependent on whether the regulation is on the agenda for the interim committee. The last communication with LRC indicated that it will become effective by May 15, 2017.

Publication of Disciplinary Actions

Discussions continued and will be revisited at the May board meeting.

New Business

Justin Miller, PhD, CSW Chair

Legislative Update

Florence Huffman, Executive Director

There was discussion of whether the board should submit a new regulation to adopt the Kentucky statute allowing for licensure portability for military spouses into 201 KAR Chapter 23. The board took no action.

The instructions for licensure renewal will include a notice to those on active duty in the military to contact the board office in order to insure that the requirement to waive renewal fees and to waive the mandatory continuing education requirement are met.

Refund Requests

There were no requests for refunds.

Jay Miller and Molly Bode were congratulated on the completion of the "Decade of Discipline" project.

Meeting Date Change

Approved: Due to scheduling conflicts, a motion was made Hilma Prather and a second by Anne Adcock to change the date of the May board meeting from May 2, 2017 to May 9, 2017. The motion carried by unanimous voice.

Adjournment

Approved: A motion was made Janice James and a second by Jay Davidson to adjourn the meeting at 1:30 p.m. The motion carried by unanimous voice.

Respectfully submitted,



Dr. Justin "Jay" Miller, Ph.D., CSW, Chair